

**Hilliard-Rome Road Civic Association**  
**Trustee Meeting**  
**September 7, 2021**

Minutes of the Trustee Meeting of the Hilliard-Rome Road Civic Association  
(aka Coventry Civic Association), Hilliard, Ohio held via Zoom  
at 6:30 p.m. on Tuesday, Sept. 7, 2021.

**I. CALL TO ORDER**

Trustee Bogue called the meeting to order at 6:31 p.m.

**II. ROLL CALL OF Trustees**

Roll call of trustees/attendees was completed by the Secretary.

*Present:* Brian, David, Martha, Rebecca

*Absent:* Shelley

*Also Present:* The secretary noted that one community member also joined the Zoom meeting.

**III. APPROVAL OF THE MINUTES OF THE REGULAR MEETING**

It was moved and seconded to approve the minutes of the Regular Meeting of August 3, 2020. Motion Carried. A PDF version with financial numbers redacted will be posted to the website.

**IV. FINANCIAL REPORT**

Rebecca gave the report as follows:

- A. Total current assets \$ [REDACTED]
- B. Delinquencies stand at a total of \$ [REDACTED] (representing 44 properties; 22 residents have not paid their 2021 dues – same numbers as reported last month)
- C. There is a template from the attorney which will be used to send “demand letters” to the top 8 most-delinquent properties. A current example was given from a house being sold on Reebok Drive; they will pay \$ [REDACTED], from which we will receive \$ [REDACTED].

**V. PRESIDENTS REPORT/OLD BUSINESS**

Brian gave the report as follows:

- A. Shaman transferred authority to Brian on our bank account. Brian noted and had removed a few older names of former HOA persons. Brian plans to add Rebecca also.
- B. Elections: We discussed the process for our 2021 meeting of election. Of the current board, Rebecca and Martha will remain as trustees in 2022. David as secretary (note: David is not a trustee) plans to continue to serve in 2022. Shelley plans to step down in 2022.

We have 3 “open” positions to fill: Brian will run again. Our neighborhood attendee, Richard Albrecht, agreed to run and could be considered for the vice president role. We considered other possible neighborhood residents who might be interested in running; Martha agreed to contact two persons whom we brought up as possibilities.

We developed a plan for the election:

- Will plan Sunday, Nov. 7; (tentatively) at the McAlister's meeting room
- For voting, we will send out ballots to all residents by Tuesday, Oct. 5 that will also include the option for write-in votes. The ballots can be sent in by US mail. But we will also provide for e-mail voting; Rebecca will set up an online voting form on the website (link to be provided in the mailing!)
- David will receive, tally, and report the results of the election, and archive the hardcopy voting documents. Richard volunteered to serve as 2<sup>nd</sup>/backup counter with David.
- The board will convene a special meeting on Oct. 3, 6:30 p.m. to finalize plans for the November election.

**VI. UNFINISHED BUSINESS:**

- A. *Landscaping*: We discussed the status/appearance of the entryway; Martha will discuss with Sharon (landscaping chair) and be in communication with the landscaper, Mr. Shipley.
- B. *Entryway signs*—to be painted per previously accepted bid from Wright Bros.
- C. We noted a house on Jarrow with overgrown grass; we are encouraged to work with the city ("311"); they will come and inspect and advise the resident. Brian will call 311. This seems preferable to the HOA "policing" the appearance of individual homes.
- D. As a group we decided to focus on our elections process for now, then consider resuming our efforts with regard to bylaws, deed covenants and restrictions, etc.

**VII. NEXT MEETING DATE**

The next monthly Board meeting is scheduled for Tuesday, October 5 at 6:30 p.m. via Zoom.

The board meeting adjourned at 7:17 p.m.

These minutes were approved by the Trustees on [date].

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date